



# KING COUNTY FIRE PROTECTION DISTRICT NO.16

7220 NE 181<sup>st</sup> Street  
KENMORE, WA 98028

BUSINESS: 425-354-1780 FAX: 425-354-1781

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## MINUTES

December 9, 2021

### **SPECIAL MEETING BOARD OF COMMISSIONERS at Northshore Fire Department's Headquarters Station 51 Virtual Meeting via Zoom**

#### **I. OPEN SPECIAL NORTHSHORE MEETING**

##### 1.1 Roll Call

Chair Rick Webster called the meeting to order at 4:00 PM.

Persons in attendance were Commissioners Eric Adman, Josh Pratt, Tyler Byers, Rick Webster, and Dave Maehren. Also present was Chief McDonald, Legal Counsel Richard Davis, Board Secretary Amy Oakley, and 2 members of the public.

#### **II. PUBLIC COMMENT**

##### 2.1 No public comments.

#### **III. APPROVAL OF THE AGENDA**

##### **3.1 *Commissioner Pratt moved to adopt the agenda as presented. Commissioner Byers seconded. The motion passed unanimously.***

#### **IV. EXECUTIVE SESSION**

The Board moved into Executive Session at 4:05PM until 4:35PM to discuss collective bargaining, the planning or adopting the strategy or position to be taken during the course of collective bargaining, or reviewing a proposal made in negotiations pursuant to RCW 42.30.140(4), to discuss the performance of an employee pursuant to RCW 42.30.110(1)(g), and to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i). The Board moved back into open session at 4:35PM.

#### **V. BOARD DISCUSSION AND POSSIBLE ACTION ITEMS**

##### 5.1 Interim Deputy Chief and Interim Fire Chief Positions

***Commissioner Pratt moved to approve the December 6<sup>th</sup> signed letter between Chief McDonald and BC Morris and to approve the MOU promoting BC Morris to the position of Interim Deputy Fire Chief. Commissioner Adman seconded. The Board discussed and amended the motion to include the December 6<sup>th</sup> letter. The motion passed unanimously.***

- The Board agreed to create a subcommittee consisting of Chair Webster and Vice Chair Pratt to initiate negotiations with BC Morris for the Interim Fire Chief position.
- The Board will have a Special meeting on December 14<sup>th</sup> at 4PM to discuss the status of negotiations for the Interim Fire Chief position.

## VI. UPCOMING BOARD AGENDAS

### 6.1 Setting of Future Meeting Agenda(s)

- Special meeting December 14<sup>th</sup> agenda items will include an Executive Session, update on Interim Fire Chief negotiations, and a discussion of other options for the Interim Fire Chief position.

## ADJOURNMENT

The meeting adjourned at 4:45PM

## NEXT MEETING DATE

The next Board of Commissioners meeting is scheduled for December 14, 2021, at 4:00PM.

Attachments: Agenda.

## BOARD OF COMMISSIONERS

Electronically Signed- Eric Adman

**ERIC ADMAN**, Member

Electronically Signed- Josh Pratt

**JOSH PRATT**, Member

Electronically Signed- Tyler Byers

**TYLER BYERS**, Member

Electronically Signed- Rick Webster

**RICK WEBSTER**, Member

Electronically Signed- David C. Maehren

**DAVID MAEHREN**, Member

## ATTEST

Amy Oakley

**Amy Oakley**, Secretary

King County Fire Protection District No. 16

Adopted at a Regular Meeting of the Board of Commissioners on December 21st, 2021

**From:** [Eric Adman](#)  
**To:** [Board Secretary](#)  
**Subject:** Re: E-Signatures - 12/21/21 Meeting  
**Date:** Wednesday, December 22, 2021 12:01:01 PM  
**Attachments:** AP\_NOSHRFIR\_APSUPINV\_20211221091459 RES Fund.pdf  
AP\_NOSHRFIR\_APSUPINV\_20211221091353 GEN Fund.pdf  
AP\_NOSHRFIR\_APSUPINV\_20211221094541 GEN Fund.pdf  
6.3 DRAFT Minutes RegularMtnq 2021-12-07 with attachments.pdf  
6.3 DRAFT Minutes RegularMtnq 2021-12-09 with attachments.pdf  
6.3 DRAFT Minutes SpecialMtnq 2021-12-16 with attachments.pdf

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The following documents are Approved and Electronically Signed this 22nd day of December, 2021, by Commissioner Adman:

<!--[if !supportLists]-->• <!--[endif]--  
>AP\_NOSHRFIR\_APSUPINV\_20211221091459 RES Fund  
<!--[if !supportLists]-->• <!--[endif]--  
>AP\_NOSHRFIR\_APSUPINV\_20211221091353 GEN Fund (This was the previous general fund voucher list that was emailed on Monday night)  
<!--[if !supportLists]-->• <!--[endif]--  
>AP\_NOSHRFIR\_APSUPINV\_20211221094541 GEN Fund (These are the two additional invoices I posted that I missed on Monday's list)  
<!--[if !supportLists]-->• <!--[endif]-->Meeting Minutes: 12/7/2021, 12/9/2021, and 12/16/2021

**From:** [Richard Webster](#)  
**To:** [Board Secretary](#)  
**Subject:** RE: E-Signatures - 12/21/21 Meeting  
**Date:** Tuesday, December 21, 2021 6:49:51 PM

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The following documents are Approved and Electronically Signed this 21st day of December, 2021, by Commissioner Rick Webster.

- AP\_NOSHRFIR\_APSUPINV\_20211221091459 RES Fund
- AP\_NOSHRFIR\_APSUPINV\_20211221091353 GEN Fund (This was the previous general fund voucher list that was emailed on Monday night)
- AP\_NOSHRFIR\_APSUPINV\_20211221094541 GEN Fund (These are the two additional invoices I posted that I missed on Monday's list)
- Meeting Minutes: 12/7/2021, 12/9/2021, and 12/16/2021

**From:** [Byers, Tyler](#)  
**To:** [Board Secretary](#)  
**Subject:** RE: E-Signatures - 12/21/21 Meeting  
**Date:** Wednesday, December 22, 2021 11:58:32 AM

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The following documents are approved and electronically signed this 22nd day of December, 2021, by Commissioner Byers.

Tyler Byers

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From: Board Secretary [boardsecretary@northshorefire.com]  
Sent: Tuesday, December 21, 2021 6:10 PM  
To: Commissioners; Byers, Tyler  
Subject: E-Signatures - 12/21/21 Meeting

Good evening Commissioners,

Attached please find the documents approved at tonight's regular meeting. At your earliest availability, please respond with your electronic signature using the following verbiage:

The following documents are Approved and Electronically Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by Commissioner \_\_\_\_\_.

- AP\_NOSHRFIR\_APSUPINV\_20211221091459 RES Fund
- AP\_NOSHRFIR\_APSUPINV\_20211221091353 GEN Fund (This was the previous general fund voucher list that was emailed on Monday night)
- AP\_NOSHRFIR\_APSUPINV\_20211221094541 GEN Fund (These are the two additional invoices I posted that I missed on Monday's list)
- Meeting Minutes: 12/7/2021, 12/9/2021, and 12/16/2021

**From:** [Dave Maehren](#)  
**To:** [Board Secretary](#)  
**Subject:** RE: E-Signatures - 12/21/21 Meeting  
**Date:** Wednesday, December 22, 2021 11:32:22 AM  
**Attachments:** [image001.png](#)

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The following documents are Approved and Electronically Signed this 22<sup>nd</sup> day of December, 2021, by Commissioner David C. Maehren.

- AP\_NOSHRFIR\_APSUPINV\_20211221091459 RES Fund
- AP\_NOSHRFIR\_APSUPINV\_20211221091353 GEN Fund (This was the previous general fund voucher list that was emailed on Monday night)
- AP\_NOSHRFIR\_APSUPINV\_20211221094541 GEN Fund (These are the two additional invoices I posted that I missed on Monday's list)
- Meeting Minutes: 12/7/2021, 12/9/2021, and 12/16/2021

**From:** [Josh Pratt](#)  
**To:** [Board Secretary](#)  
**Subject:** RE: E-Signatures - 12/21/21 Meeting  
**Date:** Tuesday, December 21, 2021 8:34:16 PM

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The following documents are Approved and Electronically Signed this 21st day of December, 2021, by Commissioner Josh Pratt.

- AP\_NOSHRFIR\_APSUPINV\_20211221091459 RES Fund
- AP\_NOSHRFIR\_APSUPINV\_20211221091353 GEN Fund (This was the previous general fund voucher list that was emailed on Monday night)
- AP\_NOSHRFIR\_APSUPINV\_20211221094541 GEN Fund (These are the two additional invoices I posted that I missed on Monday's list)
- Meeting Minutes: 12/7/2021, 12/9/2021, and 12/16/2021



## Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181<sup>st</sup> Street, Kenmore, WA

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### Northshore Fire Department Board of Commissioners

#### Special Meeting Agenda

Thursday, December 9, 2021

4:00PM

Meeting held virtually, via Zoom

To provide public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.

A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85044713997?pwd=dW1uWDFpNldpZl1dSSU1ZYy9LSXVQQT09>

Call in to Zoom Meeting at: (253) 215-8782

Meeting ID: 850 4471 3997

Passcode: 743608

**I. Open Special Northshore Board Meeting**

1.1 Roll Call

**II. Public Comment**

2.1 Public Comment

**III. Approval of Agenda**

3.1 Approval of the Meeting Agenda

**IV. Executive Session**

To discuss collective bargaining, the planning or adopting the strategy or position to be taken during the course of collective bargaining, or reviewing a proposal made in negotiations pursuant to RCW 42.30.140(4), to discuss the performance of an employee pursuant to RCW 42.30.110(1)(g), and to discuss with legal counsel representing the agency matters relating to litigation or potential litigation pursuant to RCW 42.30.110(1)(i).

**V. Board Discussion and Possible Action Items**

5.1 Interim Deputy Chief and Interim Fire Chief Positions

**VI. Upcoming Board Agendas**



## 6.1 Setting of Future Meeting Agenda(s)

### **Adjournment**

Next Regular Meeting: Tuesday, December 21<sup>st</sup>, 2021 at 5:00 PM

#### **Public Comment Procedures for Virtual Meetings:**

Individuals wishing to comment may comment by appearing at the virtual meeting and “raising their hand” or the equivalent. The chair shall recognize those persons and provide them the opportunity to comment. Three minutes are allowed for comment.

If you wish to provide written public comment, you may do so by submitting a written statement to [boardsecretary@northshorefire.com](mailto:boardsecretary@northshorefire.com). Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

To ensure your written comments are received and read at the proper meeting, your email must include:

- Date & Time of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to

Emails without this information may not be read at the meeting. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.

Please check the District’s [AV Capture](#) for the most up-to-date information about individual meetings.

Questions? Email Board Secretary Amy Oakley at [boardsecretary@northshorefire.com](mailto:boardsecretary@northshorefire.com).